

# State of Washington

Roadmap for Financial and Administrative  
Policies, Processes and Systems

## Feasibility Study Objectives – Work Session



July 26, 2006



## Today's agenda

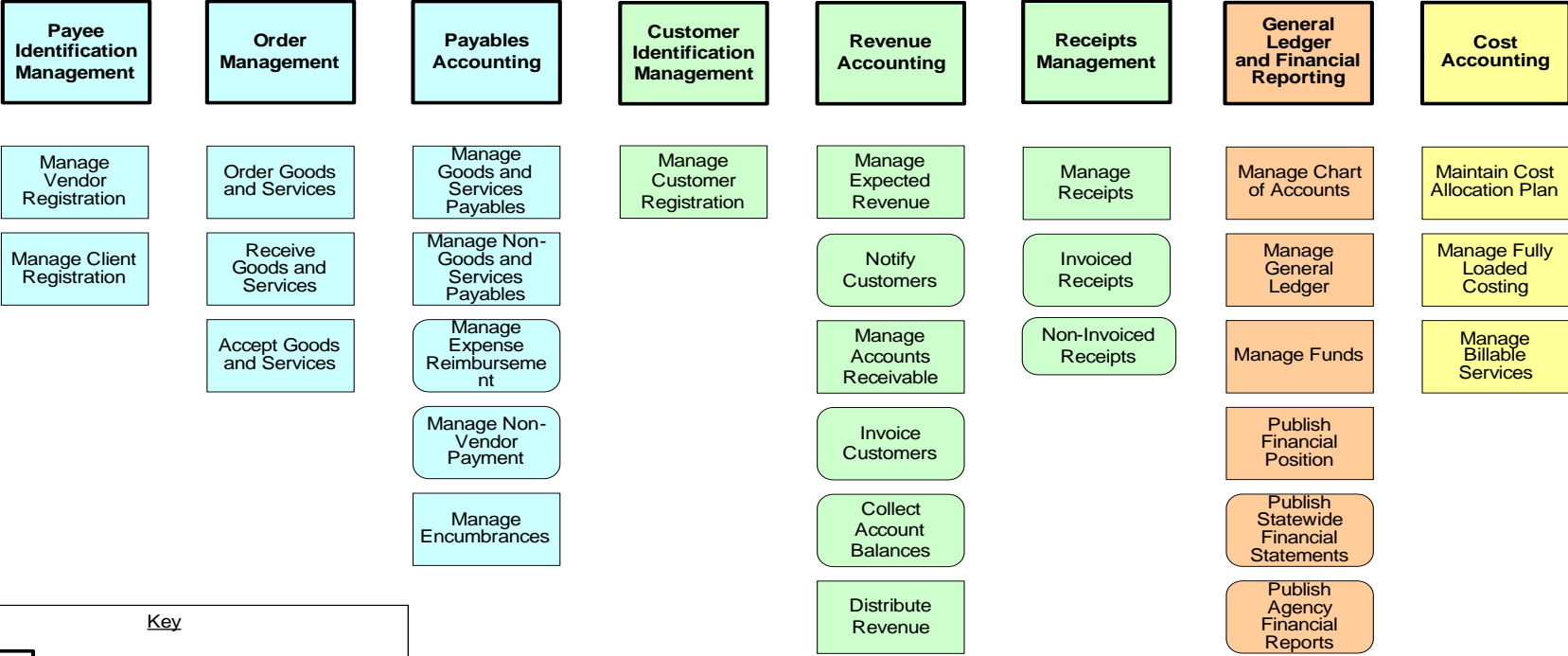
|   | Agenda item  | Presenter               | Time   |
|---|--|-------------------------|--------|
| 1 | Welcome and introductions                                    | Sadie Rodriguez-Hawkins | 5 min  |
| 2 | Feasibility study overview                                   | Kathy Rosmond           | 10 min |
| 3 | Today's work session   | Robin Madsen            | 10 min |
| 4 | Work Session<br>- Clarify and prioritize business objectives | Eclipse Solutions       | 45 min |
| 5 | Break  |                         | 10 min |
| 6 | Work session - continued                                     | Eclipse Solutions       | 75 min |
| 7 | Break  |                         | 10 min |
| 8 | Work session - continued                                     | Eclipse Solutions       | 40 min |
| 9 | Next steps & wrap up   | Kathy Rosmond           | 5 min  |





# Core financials feasibility study

## Scope



Key

Process

Major group of business processes

Function

Component of a business process group

Activity

Task within a function





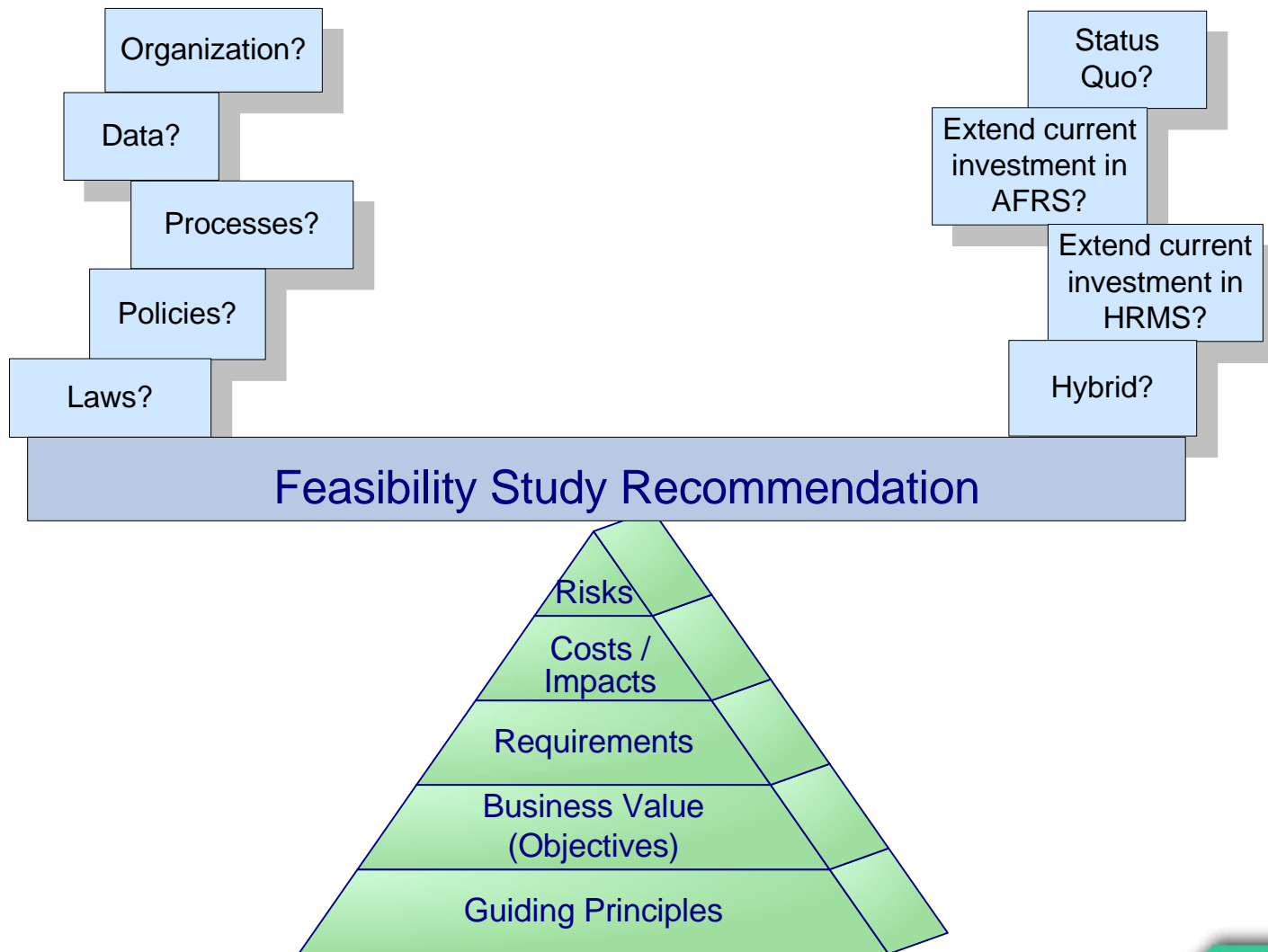
## Feasibility study Process Overview

- June:** Kick-off and background research
- July:** Prioritize business objectives
- August:** Survey current system capabilities and costs  
Identify high-level functional and non-functional requirements  
ISB informational briefing
- September:** Complete fit-gap analysis  
Identify high-level costs and funding options  
Draft feasibility study
- October:** Executive sponsor “go-no go” decision  
Draft investment plan and decision package
- November:** Submit decision package
- January:** Present investment plan to ISB



# Feasibility study

## Finding the right balance







## Today's work session

### Overview of the objectives Excel document

#### – Definition of columns

- Column A – The number assigned to the objective
- Column B – a complete list of objectives extracted from the value proposition documents.
- Column C – clarifies the meaning of the objective
- Column D – defines the portion of the objective in scope for the 2007/09 biennium.
- Column E – defines the portion of the objective in scope for future biennia
- Columns F through N – provide prioritization categories and ratings for each category





## Today's work session (continued)

### Overview of the prioritization criteria

- Logical Sequence
  - Foundation
  - Functional
  - Nice to have – not immediately critical to foundation or function
- Value – Measurable tangible and intangible benefits
  - High – significant contribution to measurable benefits
  - Medium – some contribution to measurable benefits
  - Low – benefits are not measurable
- Accountability to constituents and citizens.
  - High – provides a high level of accountability to constituents and citizens
  - Medium – provides some accountability to constituents and citizens
  - Low- contributes little or no accountability to constituents and citizens.





## Business objectives

### Validation and prioritization schedule

|              | Business Function            | Objective # | Time Allowed |
|--------------|------------------------------|-------------|--------------|
| Order-to-Pay | Payee identification mgmt    | 33 - 37     | 45 minutes   |
|              | Purchase order mgmt          | 38 - 41     |              |
|              | Accounts payable mgmt        | 42 - 46     |              |
| GL et al     | Chart of accounts            | 1 - 3       | 75 minutes   |
|              | General ledger               | 4 - 10      |              |
|              | General ledger               | 11 - 17     |              |
|              | Reporting                    | 18 - 23     |              |
|              | Cost accounting              | 24 - 32     |              |
| Revenue Acct | Customer identification mgmt | 60 - 61     | 40 minutes   |
|              | Revenue accounting           | 62 - 67     |              |
|              | Receipts management          | 68 - 72     |              |







## Meeting recap

Based on the information we have at this time, are the objectives clearly stated and prioritized?





## Next steps

| Tasks                       | Date, Time, Place  |
|-----------------------------|--|
| Functional requirements     | Wednesday, August 2<br>8:30AM– 3:30PM<br>DIS Forum Bldg<br>Academy Classroom     |
| Non functional requirements | Wednesday, August 9<br>8:00 AM to Noon<br>Labor and Industries – rooms 117 & 118 |
| Review and confirmation     | Wednesday, August 16<br>8:00 AM to Noon<br>DIS Forum Bldg<br>Academy Room        |

